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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

DANIEL H. HEYNS
DIRECTOR

DIRECTOR'S OFFICE MEMORANDUM 2013 - 5

EFFECTIVE: January 1, 2013

DATE: December 13, 2012

TO: Executive Policy Team
Administrative Management Team
Wardens

FROM: Daniel H. Heyns, Director

SUBJECT: Incentives in Segregation Program

SUPERSEDES DOM 2012 - 5 (effective 2/1/12)

A segregation incentive program for prisoners classified to administrative segregation is available at institutions identified by the Deputy Director of Correctional Facilities Administration (CFA). The goal of the program is to reduce the overall length of segregation placement for most prisoners while ensuring the safe management of the prisoner population. The program employs a six stage progression of behavior expectations and incentives to encourage appropriate conduct by the prisoner. Prisoners in the program will have a clear understanding of the conduct that is expected of them for successful progression through and completion of the program. These clearly defined expectations also will assist staff in making behavior-based recommendations for or against reclassification while maintaining a safe and secure prison environment. Only prisoners who have satisfactorily completed the program shall be considered for reclassification. Reclassification decisions shall be made in accordance with PD 04.05.120 "Segregation Standards".

While in the program, each prisoner's behavior shall be evaluated daily during each shift and the evaluation recorded in writing. The Housing Unit Team shall review each evaluation at least weekly to assist in determining the prisoner's progression through the program. Prisoners whose behavior does not meet minimum expectations or who abuse the incentives provided may be placed at a lower stage of the program by the Housing Unit Team.

The CFA Deputy Director shall ensure that a manual is maintained detailing the operation of the program. This shall include identifying behavior expectations for each stage of the program and the incentives that may be offered at each stage. At a minimum, prisoners in the program shall be provided with or allowed to possess the property, programs, and activities identified in PD 04.05.120 unless restricted for reasons of safety and security as set forth in PD 04.05.120 or due to disciplinary sanction; however, appliances (e.g., televisions, radios) shall be permitted only as identified in the manual. If an appliance is used as an incentive, the appliance may be loaned to a prisoner in the

program who neither owns nor has adequate funds to purchase the appliance. If loaned, the appliance may be one that a prisoner no longer wants and has turned over to the institution for disposal or a contraband appliance which the prisoner has agreed may be destroyed in accordance with PD 04.07.112 "Prisoner Personal Property"; however, the appliance must be in good repair and thoroughly searched prior to being loaned for use by a prisoner in the program. Property, programs, and activities beyond the minimum standards set forth in PD 04.05.120 shall be afforded only as set forth in the manual.